



CITY OF EAGLE
660 E. Civic Ln. Eagle, ID 83616
208-939-6813
**Open Container Permit
Application**

Permit fee: \$20.00

Applicant Name: *Private Event [not open to the public]*

if the applicant is an association, company or corporation, then list sponsor name and contact individuals name

Name of Event and Representative Name:

Community Event [open to the public, conducted on public property or private property open to the public]

Address [City State & ZIP] & Contact Phone #:

Dates & hours during which the permit is to be effective: _____

Location of event: _____

Description of event: _____

Anticipated # in attendance: _____

- Attach diagram/site plan of location where the alcoholic beverages will be served and/or sold. See back for guidelines. Eagle Police Department will review the proposed site plan and establish additional conditions of approval if necessary.
- Applications with less than 100 attendees shall be submitted **5 working days prior** to the event.
- Community Events with 100 or more anticipated attendees shall obtain written approval from Eagle Police Department. Completed applications shall be submitted to the City no less than **30 days prior** to the event.

Signature of Applicant: _____ **Date:** _____

Email address: _____

*The City is not responsible for applications submitted after deadlines listed above.
Incomplete applications will not be accepted.*

STAFF USE ONLY

Receipt # _____

Date forwarded to Eagle Police: _____

Total Fees: _____

Issue date: _____

Updated 2/25/2015



CITY OF EAGLE

660 E. Civic Ln. Eagle, ID 83616

208-939-6813

Alcoholic Beverage Open Container Permit Application

GUIDELINES FOR SITE PLANS:

Private Events (including ticketed or invitation only events):

- If alcohol is to be served and consumed in a public building or a private building open to the public, the rooms in which the alcoholic beverages are to be served shall be noted on site plan. Alcohol may not be served or consumed outside of approved areas.
- Applicant shall designate individuals to ensure that age is confirmed by picture identification prior to alcohol service.
- Wristband requirements may be required as determined by Eagle Police Department. See condition below.

Community Events:

- If alcohol is being served/consumed, a fenced perimeter around the area in which alcohol is being sold and consumed shall be erected. The fenced area may include the entire event area for those who have purchased alcohol can take it elsewhere within the event, or the event may also consist of a beer garden with the rest of the event being unfenced.
- Event patrons who may lawfully purchase alcohol during an event must be identified with a nontransferable wristband. The event organizer is responsible for ensuring that age is confirmed by picture identification prior to wrist banding. It is the event organizer's responsibility to have enough wrist bands. If wrist bands run out, no new event patrons may be served alcohol. *Exception:* Wristbands are not required if the fenced alcohol area is strictly enforced as a 21 and over area only.
- Security personnel shall be designated if applicable.

Eagle City Code: 3-2C-12(E)(2)

Recommendation of the police chief and fire chief or their designees:

- a. The police chief and fire chief may recommend conditions, terms, or a reduction in the number of requested dates or times as determined reasonable to carry out the policies of the city, which include protection of the health, safety and welfare of the public, or to prevent an unlawful disturbance or nuisance. Such conditions may include, but are not limited to, posting of appropriate signs, and hiring at applicant's expense additional licensed, bonded security personnel. Any such conditions must be attached and displayed as a part of the open container permit.
- b. Where the police chief and fire chief determine that due to the anticipated number of participants, location of the catering, pedestrian or vehicular traffic, occurrence of special events; ingress or egress of customers, or presence of minors requires additional physical configuration or limitation of the premises for enforcement purposes, the chief may recommend that the site of catering be maintained in a specified manner as a condition of the permit.

Information regarding catering permits, contact the Clerk's Office at 939-6813.

Information regarding Community Event permits, contact Eagle Parks & Recreation at 489-8763.

Eagle Police Department 938-2260

Visit www.cityofeagle.org for complete code pertaining to alcoholic beverage rules and regulations.